



# Administration

**Vision Statement:** Provide for guidelines and policies for the efficient and effective administration of the City of Coral Gables Comprehensive Plan.

## Goals, Objectives and Policies:

**Goal ADM-1.** The City of Coral Gables Comprehensive Plan and Comprehensive Plan Map, hereinafter referenced as “*The Comprehensive Plan*”, shall provide a visionary blueprint for the City’s growth, development, and function while preserving its historic and cultural character in concert with the City of Coral Gables City Commission mission and vision.

**Objective ADM-1.1.** Provide effective and efficient administration, interpretation, implementation, monitoring and evaluation of the Comprehensive Plan to promote the City’s vision, goals, objectives, and policies.

**Policy ADM-1.1.2.** Administer the Comprehensive Plan in an efficient and effective manner that is consistent with federal, state, and local laws and regulations.

**Policy ADM-1.1.3.** The City shall support administration of the Comprehensive Plan to include its publication, interpretation, implementation, evaluation, and amendment thereof.

**Policy ADM-1.1.4.** Allocate resources for administration of the Comprehensive Plan, to include its publication, interpretation, implementation, evaluation, and amendment thereof.

**Policy ADM-1.1.5.** Promote opportunities for training and continued certification for City Staff to promote new innovative comprehensive planning concepts, laws, regulations, and practices.

**Policy ADM-1.1.6.** Maintain and strengthen procedures to guide the administration, interpretation, implementation, evaluation, and amendment of the Comprehensive Plan. Procedures shall be evaluated and amended as necessary to ensure continued effectiveness.

**Policy ADM-1.1.7.** Provide for notice, advertisement, publication, dissemination, and distribution of the Comprehensive Plan and associated amendments to the public and interested parties. All avenues of electronic mediums shall be utilized to apprise all parties of the Comprehensive Plan and future changes.

**Objective ADM-1.2.** Interpret the Comprehensive Plan in a manner that is founded on sound legal and planning principles, and is in accordance with federal, state, and local laws and regulations.

**Policy ADM-1.2.1.** The Comprehensive Plan supports and solidifies the implementation of the City’s land development regulations which includes the City Zoning Code and Zoning Map(s). The Comprehensive Plan shall also support the City Charter and City Code.

**Policy ADM-1.2.2.** Designate a primary Development Review Official (DRO) to interpret the Comprehensive Plan.

**Objective ADM-1.3.** Incorporate timely, efficient, and effective strategic management concepts and techniques.

**Policy ADM-1.3.1.** Develop strategies and regulations to implement the Comprehensive Plan goals, objectives, and policies. In particular, the City’s Zoning Code should be analyzed and



amended as necessary to be consistent with and promote the Comprehensive Plan goals, objectives, and policies.

**Policy ADM-1.3.2.** The Planning Department shall coordinate implementation of the Comprehensive Plan goals, objectives, and policies with other City Departments.

**Policy ADM-1.3.3.** Designate a primary Development Review Official (DRO) charged with overseeing amendments to the Comprehensive Plan. The DRO shall possess the requisite comprehensive planning knowledge, experience, and skills to fairly and effectively amend the Comprehensive Plan.

**Policy ADM-1.3.4.** Budget and allocate adequate funding for implementation of the Comprehensive Plan. Emphasis shall be placed on funding projects in the Capital Improvements Element and Programs, with particular emphasis on those that are required in order to maintain or attain and exceed adopted Levels of Service (LOS).

**Objective ADM-1.4.** Monitor, evaluate and appraise in order to gauge the Comprehensive Plan successes and failures, and develop future recommendations.

**Policy ADM-1.4.1.** Develop procedures for the regular monitoring, evaluation, and appraisal of the Comprehensive Plan. Particular emphasis shall be placed on the monitoring of the Comprehensive Plan's adopted LOS and associated projects in the Capital Improvements Element and Program.

**Policy ADM-1.4.2.** Assign lead departments and personnel to monitor, evaluate, and appraise applicable elements of the Comprehensive Plan to identify progress, deficiencies, and/or failures.

**Policy ADM-1.4.3.** Update appropriate baseline data and measurable objectives at intervals appropriate to the subject area of analysis, but not less than every seven (7) years. For example, Capital Improvement data shall be maintained at semiannual and annual periods coincident with the City budget review process; population estimates should be maintained annually; and utility systems capacity shall be annually monitored.

**Policy ADM-1.4.4.** Complete as required an Evaluation and Appraisal Report (EAR) in compliance with the State-mandated timelines and procedures provided in Chapter 163.3191, Florida Statutes, as amended.

**Objective ADM-1.5.** Amend the Comprehensive Plan consistent with the City Commission's vision.

**Policy ADM-1.5.1.** Amend the Comprehensive Plan as necessary in a manner that is consistent with and furthers the goals, objectives, and policies of the City of Coral Gables City Commission and City Administration and in concert with federal, state and local laws and regulations.

**Policy ADM-1.5.2.** Amend the Comprehensive Plan as necessary to address new federal, state, and local laws and regulations, more specifically as it relates to required Evaluation and Appraisal Reports.

**Policy ADM-1.5.3.** Establish policies, procedures, and forms for amending the Comprehensive Plan, to be published in a development procedures manual or handbook easily accessible to the public.